



# Uffington Church of England Primary School

## **Policy on Managing Medical Conditions in School**

### **Introduction**

Uffington Church of England Primary School is an inclusive community that aims to support and welcome pupils with medical conditions.

The school aims to provide all pupils with all medical conditions the same opportunities as others at school.

### **Aims**

To ensure that all staff:

- understand their duty of care to children and young people in the event of an emergency;
- feel confident in knowing what to do in an emergency;
- understand that certain medical conditions are serious and can be potentially life threatening, particularly if ill managed or misunderstood.
- understand the importance of medication being taken as prescribed;
- understand the specific medical conditions that affect individual children at this school.

### **Implementation**

All staff understand and are trained in the school's general emergency procedures.

All staff understand and are trained in what to do in an emergency.

In line with the school's Equality and Diversity Strategy, we endeavour to ensure that the whole school environment is inclusive and favourable to pupils with medical conditions. This includes the physical environment, as well as social, sporting and educational activities.

Each member of the school community knows their roles and responsibilities in maintaining and implementing an effective medical conditions policy.

The school is committed to working in partnership with parents and carers and, to this end, has systems in place for daily communication where children have specific medical needs.

All confidential data is managed and processed in line with the General Data Protection Regulation. Please refer to the school's Data Protection Policy.

### **The Administration of Medicines**

The school does not administer medicines as a matter of course. Where a child requires short-term pain relief or prescribed medicines, parents are requested to make arrangements for a parent / carer to visit school to administer the medication.

Children who require Salbutamol inhalers for the control of asthma keep these in their classrooms. Depending upon the age and maturity of the child, these may be kept by the class teacher or in the child's individual tray.

Where a child requires long-term medication, a meeting will take place between school staff, parents / carers and health professionals to ensure that all involved understand exactly what is required. Medicines are kept securely and administered by trained adults. All administrations are recorded in a home-school communication book. Individual health-care plans are kept in the school office for staff reference.

Where a child may require emergency medication, e.g. Epipen, all staff are trained in the administration of the medicine. The medicine is stored in a secure but accessible place known to all staff. Individual health-care plans are kept in the school office for staff reference.

### **Intimate Care Policy**

"Intimate" care is any care which involves washing, touching or carrying out an invasive procedure that most children are able to carry out themselves. However, depending on a child's age and stage of development, they may need some support, for example dressing, wiping their bottom after using the toilet, changing underwear following an accident and, in some cases, changing nappies / pads. In most cases, intimate care is to do with personal hygiene and it is good practice for the school to inform the school nurse of all children requiring intimate care.

Pupils are encouraged to act as independently as possible and to undertake as much of their own personal care as is possible and practicable. When assistance is required, this is normally undertaken by one member of staff, however the adult will ensure that, wherever possible, they are visible and / or audible. Intimate or personal care procedures should not involve more than one member of staff unless a pupil's care plan specifies the reason for this.

Every child has the right to privacy, dignity and a professional approach from all staff when meeting their needs and it is important that staff work in partnership with parents to give the right support to an individual child.

No intimate care is to be given without the express written permission of the parent or guardian of that child and all parents and guardians will be asked to provide that permission when their child joins the Foundation Stage at Uffington School. Where intimate or personal care is required, parents and carers will be informed on the day that care has been given, either through the home / school communication book, by telephone or in person.

**Monitoring and Review**

This policy is monitored on a day-to-day basis by the Special Educational Needs Co-ordinator and the Headteacher, who report to the Governors about the effectiveness of the policy on request.

This policy is reviewed annually alongside the Special Educational Needs Policy.

Reviewed by the Curriculum and Standards Committee	March 2016
Reviewed by the Curriculum and Standards Committee	March 2017
Review of Intimate Care Policy	January 2018
Full review by the governing body	March 2018
Full review by the governing body	March 2019
Next Review	March 2020